UNIVERSITY OF JHANG
Advertisement No. 01/2023
POSITIONS VACANT

Application are invited for the following Teaching (Pakistani Nationals) & Non-Teaching (Punjab Domicile holders) only) positions on BS (Regular) at University of Jhang with given pay scale as per HEC Policy. The Candidates must meet the prescribed qualifications as per details given below:

Sr. No.	Name of Post / Number of Posts	Eligibility Criteria / Age Limit
01	**Controller of Examinations (BS-20)** No. of Post (01) (for a term of 03 Years)	(i) (a) Ph.D. or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) eight years' post qualification teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; **_OR_** (ii) (a) MS or M.Phil. or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) ten years' post qualification teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization; **_OR_** (iii) (a) Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) twelve years' post qualification teaching or administrative or professional experience from a public or private institute or university recognized by Higher Education Commission or public sector organization. *Age Limit: 40-50*
02	**Project Director (BS-19)** No. of Post (01)	i) B.Sc. in Civil Engineering or equivalent qualification from an institute or university recognized by Higher Education Commission; ii) Registered with Pakistan Engineering Council as Engineer in Civil; and iii) Twelve years' post qualification experience in relevant field; out of which four years' experience must be related to management of works. *Age Limit: 35-50*
03	**Assistant professor (BS-19)** Mathematics (01), Economics (02) Islamic Studies (02), Education (01) English (02), Sociology (01), Environmental Sciences (01), Computer Science (02), Management Sciences (01), Chemistry (01), Political Science (2)	PhD in the relevant subject or equivalent degree from an HEC recognized University or Institution. *Age Limit: 25-45*
04	**Assistant Professor (BS-19)** LAW (01)	(I) Ph.D. in Law or equivalent qualification from an institute or university recognized by Higher Education Commission; **_OR_** (II) (a) LW or JD in Law or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) four years' teaching or research experience from a postgraduate institute or a university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization; **_OR_** (III) (a) LLB (first division) or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) six years' teaching or research experience from a

		postgraduate institute or a university recognized by Higher Education Commission or professional experience in the relevant field in a national or international organization. *Age Limit: 25-45*
05	**Lecturer (BS-18)** Pakistan Studies (02), English (06), Mathematics (5), Economics (04), Islamic Studies (04), Education (03), Computer Sciences (02), Statistics (03) Management Sciences (02) Political Science (02), Sociology (01)	M.Phil / MS or equivalent (18 Years) in relevant subject from HEC recognized University / Institute **Note:** A candidate must have not third division in his / her whole academic career, however, such candidate, having degree of Ph.D in the relevant field and has not more than one third division in the entire academic career, shall be eligible for the post. *Age Limit: 21-35*
06	**Lecturer (BS-18)** LAW (02)	LLB (First Class) or equivalent qualification from an institute or University recognized by HEC Note: The Candidate must not have any third division in his whole academic career. *Age Limit: 21-35*
07	**Lecturer (BS-18)** Fine Arts (02)	Bachelor in Fine Arts or Bachelor in Designing (four years) (first division) or equivalent qualification from an institute or university recognized by Higher Education Commission. **Note:** The candidate must not have any third division in his whole academic career. *Age Limit: 21-35*
08	**Deputy Librarian (BS-18)** No. of Post (01)	(i) (a) MS or M.Phil. in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) three years' post qualification experience in the relevant field; *OR* (ii) (a) Master's degree or BS (four years) (second division) in Library and Information Sciences or Information Science or Information Management or equivalent qualification from an institute or university recognized by Higher Education Commission; and (b) five years' post qualification experience in the relevant field *Age Limit: 25-45*
09	**Assistant Treasurer (BS-17)** No. of Post (01)	MBA or M.Com or ACMA or ACCA or M.Sc. or BS (four years) (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission. *Age Limit: 21-35*
10	**Assistant Director (Purchase & Store) (BS-17)** No. of Post (01)	MBA or M.Com or ACMA or ACCA or M.Sc. (second division) in Economics or equivalent qualification from an institute or university recognized by Higher Education Commission. *Age Limit: 21-35*
11	**Personal Secretary (BS-17)** No. of Post (01) **Note:** Those candidates who had already applied for the posts of Secretary to Vice Chancellor (BPS-17) vide advertisement IPL-3991-L/R) dated 02-05-2019 may apply again against this post as per Service Statutes of University of Jhang.	(i) Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; (ii) speed of hundred words per minute of shorthand; (iii) speed of fifty words per minute of typing on computer in English; and (iv) Sufficient knowledge of computer. *Age Limit: 21-35*
12	**Assistant (BS-16)** No. of Post (03)	(i) Master's degree or BS (four years) (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission. and (ii) Five years' experience in Microsoft Office. *Age Limit: 21-35*

13	**Computer Operator (BS-15)** No. of Post (05)	(i)	(a) Bachelor's degree (second division) or equivalent qualification from an institute or university recognized by Higher Education Commission; (b) three months computer training course or diploma in MS Office from a recognized institute; and; (c) speed of forty words per minute of typing on computer in English; or
		(ii)	(a) BCS (second division) Or equivalent qualification from an institute or university recognized by Higher Education Commission; and (a) Speed of forty words per minute of typing on computer in English. ***Age Limit: 18-30***
14	**Junior Clerk (BS-11)** No. of Post (04)	(i)	Higher Secondary School Certificate (second division) or equivalent qualification from a recognized Board;
		(ii)	speed of twenty five words per minute of typing on computer in English; and
		(iii)	Proficient in M.S. Office or any other compatible office application. ***Age Limit: 18-30***
15	**Security Guard (BS-05)** No. of Post (02) **Note:** Those candidates who had already applied for the post of Security Guard (BS-09) vide advertisement IPL-1511-L/R/M) dated 14-02-2020 may apply again against this post as per Service Statutes of University of Jhang.	(i)	Ex-service man: (a) not below the rank of Lance Naik or equivalent rank from forces; (b) not retired on medical or disciplinary grounds; (c) experience in security matters; and (d) two years are not passed after retirement; ***OR***
		(ii)	Higher Secondary School Certificate (second division) or equivalent qualification from a recognized Board; and
		(iii)	Height = 5' 6". ***Age Limit: 30-35***
16	**Naib Qasid (BS-01)** No. of Post (05)	Secondary School Certificate (Second Division) or equivalent qualification from a recognized Board. ***Age Limit: 18-25***	
17	**Junior Lab Attendant (BS-01)** No. of Post (03) **Note:** Those candidates who had already applied for the posts of Lab Attendant (BS-01) vide advertisement IPL-6483-L/R dated 02-07-2021 may apply again against this post according to pay scale BS-01 as per Service Statutes of University of Jhang.	Secondary School Certificate (Second Division) with Science from a recognized Board. ***Age Limit: 18-25***	
18	**Maali (BS-01)** No. of Post (05)	Literate ***Age Limit: 18-25***	
19	**Sweeper (BS-01)** No. of Post (05)	Literate ***Age Limit: 18-25***	

NOTE/ INSTRCTIONS

1. Candidates should submit an application on a latest prescribed Application Form (available on University of Jhang website) , clearly mentioning the post for which he/she is applying.
2. Applicants are also required to submit processing fee as per following (Non-refundable) through challan available with application form. The Application forms without processing fee shall not be considered / entertained.

Sr. No.	BPS	Amount
01	BS -18 to BS-20	Rs. 2000/-
02	BS-17	Rs. 1500/-
03	BS-06 to BS-16	Rs. 1000/-
04	BS-01 to BS-05	Rs. 500/-

3. **The Candidates who have already applied against advertisement No. IPL-3991-L/R dated 02-05-2019, IPL-1511-L/R/M dated 14-02-2020, IPL-1908-L/R dated 26-02-2021 , IPL-6483-L/R dated 02-07-2021, IPL-9322-LR dated 11-09-2021 and IPL-12086-LR dated 25-11-2021 are required to apply again with updated credentials and Certificates etc. without application processing fee (Demand Draft already submitted will be considered)**

4. The candidates are required to submit **One (01)** set of application complete in all respect along with copies of degrees, result cards, transcripts, certificates, experience certificates, CNIC, recent photograph, updated Curriculum Vitae (CV), and other relevant documents. All documents should be attested and Job Application form should be completed in all respect. The University is entitled to reject any incomplete Job Application form.

5. Experience Certificates, duly issued from the office of the Competent Authority, must be attached. No advantage, whatsoever, would be given if Experience Certificates, where applicable are not attached.

6. The candidates applying for more than one post shall submit separate Job Application form with necessary documents, complete in all respects.

7. Applicants having foreign degrees will be required to provide Equivalence certificate from HEC/ IBCC, Islamabad within due date.

8. In case of a foreign degree or certificate, transcribed in any foreign language (other than English), an English translation must be provided from a recognized institute within due date.

9. Distinction marks can only be granted after the provision of authentic document issued by the Controller of Examinations within due date.

10. Eligibility in all respects shall be reckoned up till the closing date.

11. Quota (Women/Disability/Minorities) will be observed as per Government of Punjab directions subject to maturity and availability of the post. If seats are not matured against quota, all such applications will be converted to open merit.

12. Candidates must meet minimum and maximum age limits on closing date of application submission. However, age relaxation, for appointment by initial recruitment, shall be admissible as per policy of the Government of Punjab.

13. Any deficiency/concealment/misrepresentation of facts by any candidate at any stage will lead to disqualification.

14. Only Eligible/Shortlisted candidates will be called for Test/Interview. Short-listing of the candidates shall be made in accordance with the procedure laid down by the University.

15. The University shall not be held responsible for any delays or late reception of hard dossiers/copies/call letters for Test/Interview etc. by the candidates, due to courier's/Post Office services lapses.

16. No TA/DA shall be admissible.

17. The University reserves the right; not to fill any post; withhold the appointment against any advertised post and to increase or decrease the number of seats.

18. Incomplete or the applications received after due date will not be accepted.

19. Closing date for submission of job application along-with all relevant documents is **09-08-2023** with in office hours i.e 04:00 PM.

20. However the process of recruitment will be made according to the Recruitment Policy 2021 of University of Jhang.

21. Candidates are strictly advised to avoid providing invalid documents. Documents with ambiguity (if provided) by candidates will not be accepted.

22. Candidates presently working in Government, semi Government and Autonomous Bodies must send their applications through proper Channel and must attach NOC.

23. The University reserves the rights to conduct any test/screening for the shortlisting of candidates.

REGISTRAR
IPL-5748

University of Jhang
12-KM Chiniot Road, Jhang
Ph: 047-7671240